



**Commission of
Correction**

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

MEMORANDUM

TO: COMMISSION MEMBERS
FROM: Brian Callahan, General Counsel ^{BC}
RE: AGENDA FOR COMMISSION MEETING
DATE: February 2, 2024 at 11:00AM

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, New York 12210, Adam Clayton Powell Building, 163 W
125th Street, New York, New York 10027 and Earlville, New York
13332.

**Please be advised that proper identification is required at front desk
located at 80 So. Swan Street, Albany, New York*

I. VARIANCES

**A. Dutchess County Sheriff's Office
Dutchess County Justice and Transition Center
Variance #24-V-01 (NEW)
Food Service 7009.6(b)**

II. MAXIMUM FACILITY CAPACITY

**B. Dutchess County Sheriff's Office
Dutchess County Justice and Transition Center
New MFC**

**C. Onondaga County Sheriff's Office
Onondaga County Custody Department
Revised MFC**

**D. New York City Administration for Children's Services
Horizon Specialized Secure Detention Facility
Revised MFC**

III. CONSTRUCTION

- E. New York City Administration for Children's Services
Crossroads Specialized Secure Detention Facility
SCOC #24-C-007
Exercise Yard**

- F. New York City Administration for Children's Services
Horizon Specialized Secure Detention Facility
SCOC #24-C-008
Exercise Yard**

SCOC VARIANCE WRITE-UP FORM: EFFECTIVE JANUARY 2010

The facility will be operating at in intensive schedule on that day of the move and won't be able to effectively run two kitchens to be able to serve a hot meal.

REVIEWED BY REGIONAL SUPERVISOR: Adam Tilbe DATE: 1/31/2024

REVIEWED BY DIRECTOR: Keith Zobel DATE: 2/1/24

COMMENTS BY DIRECTOR:

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



**Commission of
Correction**

VARIANCE APPLICATION FORM

Non-Capacity Variance

County Jail and NYCDOC



Commission of Correction

New York State
Commission of Correction
80 S. Swan Street, 12th Floor
Albany, New York 12210
518-485-2346
correspondence@scoc.ny.gov

County Jail/NYCDOC Non-Capacity Variance Application Form

INSTRUCTIONS TO SHERIFF, COMMISSIONER OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and e-mail to the attention of Chairman/Commissioner, using the above e-mail address.

Facility: Dutchess County Justice and Transition Center

Person requesting: Sheriff Kirk Imperati

(Sheriff/Commissioner/Chief Administrative Officer)

- A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7008.2b states that, The visiting area shall be designed so as to allow physical contact between prisoners and their visitors. To request a variance to have physical barriers between inmates and visitors the citation should be listed as:

Ex. Part: 7008 Section: 2 Subdivision: b

Standard for which the variance is requested:

Part: 7009 Section: 6 Subdivision: (b)

- B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal. We are requesting relief from this section, specifically, the requirement to serve at least one hot meal daily. Our goal is to move 200+ incarcerated individuals to the new facility in one day (date to be determined), as there is insufficient staff to operate two correctional facilities. We continue to work closely with SCOC on our move plan.

- C. In the space provided below include a detailed description regarding why this variance is necessary. **The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.**

We do not have sufficient food service staff to operate two kitchens on move day. Our goal is to commence the move as early as possible in the day to avoid delays in the relocation of 200+ incarcerated individuals.

- D. Provide the amount of time for which the variance is requested, if applicable:

 1 Days Weeks Months

- E. Should this variance application be approved, please detail below any plans, provisions and timetables for achieving full compliance with the Minimum Standard regulation that is the subject of this application. **The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.**

Any religious or medical meals will be provided, as required. If no hot meal is served on move day, the provision of at least one hot meal daily will resume the next day. It is our understanding that SCOC staff will be present on move day, and we will keep them informed as to the types of meals being served.

F. Has this variance been previously approved by the Commission?

Yes If yes, include the variance number _____ No



Signature (Sheriff), (Commissioner), (Chief Administrative Officer)

1/10/2024

Date

Additional copies of this form can be obtained by contacting the Commission, or by visiting www.scoc.ny.gov



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Dutchess County Justice and Transition Center

Poughkeepsie, New York

February 2, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Dutchess County Justice and Transition Center

Located in Poughkeepsie, New York, the Dutchess County Justice and Transition Center opened in March 2024. The Maximum Facility Capacity is rated at 307 beds at standard, consisting of five individual occupancy and one multiple occupancy housing areas for general housing, and two individual occupancy housing areas for medical and mental health observation.

The facility is led by a Superintendent and is operated by a compliment of sworn security and civilian personnel. Those staff are responsible for providing all required essential services to incarcerated individuals while maintaining the safety and security of the facility.

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

NOTE: INDIVIDUAL OCCUPANCY HOUSING UNITS AND MULTIPLE OCCUPANCY HOUSING UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7040 ARE TO BE INCLUDED IN THE MAXIMUM FACILITY CAPACITY FORMULATION.

I. INDIVIDUAL OCCUPANCY HOUSING UNITS:

1. Each such unit shall only house one (1) incarcerated individual and contain at least 60 square feet of floor space.
2. Each such individual occupancy housing unit shall contain:
One (1) bed and mattress;
One (1) functioning toilet; and
One (1) functioning sink.
3. Sufficient showers shall be available to permit each incarcerated individual to shower daily.
4. Each tier or section of individual housing units constructed after the effective date of 9 NYCRR 7040 shall provide dayroom space adjacent and accessible to such tier or section.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.
2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

II. MULTIPLE OCCUPANCY HOUSING UNITS:

1. Each such unit shall provide a minimum of 50 square feet of floor space per incarcerated individual in the sleeping area.
2. Each such unit shall house no more than 60 incarcerated individuals.
3. Each such unit shall have a bed and mattress for each incarcerated individual.
4. Each such unit shall have at least:
One (1) functioning toilet for every 12 incarcerated individuals;
One (1) functioning shower for every 15 incarcerated individuals; and
One (1) functioning sink for every 12 incarcerated individuals.
5. Each such unit shall provide a minimum of 25 square feet of dayroom space immediately adjacent and accessible to the sleeping area.

EXCEPTIONS:

1. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

III. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING:

1. The requirements as stipulated in I and II apply to all housing units consisting of both individual and multiple occupancy housing units.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.
2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

1. These are used to identify areas within the facility that are used for the temporary detention of individuals. These areas do not increase the capacity of the facility.

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

IA. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Housing A	50			50
Main Unit				
Cells 15-20 and 26-45	26	26 @ 70 sq. ft.	3	26
Cells 21-25 and 46-50	10	10 @ 100 sq. ft.		10
Sub-Dayroom #1 (cells 1-4)	4	4 @ 70 sq. ft.	1	4
Sub-Dayroom #2 (cells 5-9)	5	5 @ 70 sq. ft.	1	5
Sub-Dayroom #3 (cells 10-14)	5	5 @ 70 sq. ft.	1	5
Housing B				49
Main Unit				
Cells 3-4, 15-21, 27-33, 34-46	29	24 @ 70 sq. ft.	4	29
Cells 1, 22-26, 47-50	10	10 @ 100 sq. ft.	1	10
Sub-Dayroom #1 (cells 5-8)	4	4 @ 70 sq. ft.	1	4
Sub-Dayroom #2 (cells 9-14)	6	6 @ 70 sq. ft.	1	6
Housing C				50
Main Unit				
Cells 5-7, 30-49	23	23 @ 70 sq. ft.	3	23
Cells 1-4, 26-29, 50	9	9 @ 100 sq. ft.		9
Sub-Dayroom #1 (cells 8-11)	4	4 @ 70 sq. ft.	1	4
Sub-Dayroom #2 (cells 12-15)	4	4 @ 70 sq. ft.	1	4
Sub-Dayroom #3 (cells 16-19)	4	4 @ 70 sq. ft.		4
Sub-Dayroom #4 (cells 20-21)	2	2 @ 70 sq. ft.	1	2
Sub-Dayroom #5 (cells 22-23)	2	2 @ 70 sq. ft.		2
Sub-Dayroom #6 (cells 24-25)	2	1 @ 70 sq. ft. 1 @ 100 sq. ft.		2

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

Housing D				50
Main Unit				
Cells 6-11, 31-46	22	22 @ 70 sq. ft.	3	22
Cells 1-5, 26-30, 47-50	14	14 @ 100 sq. ft.		14
Sub-Dayroom #3 (cells 12-15)	4	4 @ 70 sq. ft.	1	4
Sub-Dayroom #2 (cells 16-21)	6	6 @ 70 sq. ft.	1	6
Sub-Dayroom #1 (cells 22-25)	4	4 @ 100 sq. ft.	1	4
Housing F				50
Main Unit				
Cells 15-20, 26-45	26	26 @ 70 sq. ft.	3	26
Cells 21-25, 46-50	10	10 @ 100 sq. ft.		10
Sub-Dayroom #1 (cells 1-2)	2	2 @ 70 sq. ft.		2
Sub-Dayroom #2 (cells 3-4)	2	2 @ 70 sq. ft.	1	2
Sub-Dayroom #3 (cells 5-9)	5	5 @ 70 sq. ft.	1	5
Sub-Dayroom #4 (cells 10-14)	5	5 @ 70 sq. ft.	1	5

Individual General Housing Unit Total: 249

IB. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
MM Housing	Medical				18
Main Unit					
Cells 4-5		2	2 @ 87 sq. ft.	2	2
Cells 6-7		2	2 @ 113 sq. ft.		2
Cell 8		1	1 @ 99 sq. ft.		1
Cell 9		1	1 @ 85 sq. ft.		1
Cell 10		1	1 @ 90 sq. ft.		1
Cell 11		1	1 @ 88 sq. ft.		1
Cell 12		1	1 @ 140 sq. ft.		1
Cells 13-15		3	3 @ 144 sq. ft.		3
Cell 16		1	1 @ 140 sq. ft.		1
Cell 17		1	1 @ 80 sq. ft.		1
Cell 18		1	1 @ 113 sq. ft.		1
Sub-Dayroom (cells 1-3)		3	3 @ 87 sq. ft.	1	3

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

FM Housing	Medical				10
Main Unit					
Cell 1		1	1 @ 107 sq. ft.	2	1
Cell 2		1	1 @ 80 sq. ft.		1
Cells 3-5		3	3 @ 124 sq. ft.		3
Cell 6		1	1 @ 133 sq. ft.		1
Cell 7		1	1 @ 89 sq. ft.		1
Sub-Dayroom (cells 8-10)		3	1 @ 80 sq. ft. 1 @ 95 sq. ft. 1 @ 85 sq. ft.	1	3

**Individual Admissions/Orientation, Medical and
Mental Health Observation Housing Unit Total: 28**

IC. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable					0

Individual Special Housing Unit Total: 0

IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Housing E *	5	5	4	4175 sq. ft.	30

Note: *Available square footage would allow for increased capacity. In the future, should the facility wish to increase capacity, submittal of construction plans and approval by the Commission of Correction is required.

Multiple General Housing Unit Total: 30

IIB. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Toilets	Number of Sinks	Number of Showers Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						

Medical and Mental Health Observation Housing Unit Total: 0

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

IIC. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Toilets	Number of Sinks	Number of Showers Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Special Housing Unit Total: 0

IIIA. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable				0

Individual and Multiple Occupancy General Housing Unit Total: 0

IIIB. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable					0

Individual and Multiple Occupancy Admissions/Orientation,
Medical and Mental Health Housing Unit Total: 0

IIIC. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable					0

Individual and Multiple Occupancy Special Housing Unit Total: 0

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

Name of Area/Section	Number of Toilets	Number of Sinks	Total Size of Area (Sq. Ft. of Floor Space)	Description of Use
INTAKE				
IN-111	1	1	54 sq. ft.	The facility may hold up to three (3) incarcerated individuals in this area.
IN-110	1	1	58 sq. ft.	The facility may hold up to three (3) incarcerated individuals in this area.
IN-109	1	1	74 sq. ft.	The facility may hold up to four (4) incarcerated individuals in this area.
IN-108	1	1	97 sq. ft.	The facility may hold up to six (6) incarcerated individuals in this area.
TRANSPORTATION				
TR-109	1	1	148 sq. ft.	The facility may hold up to nine (9) incarcerated individuals in this area.
TR-108	1	1	108 sq. ft.	The facility may hold up to seven (7) incarcerated individuals in this area.
TR-106	1	1	68 sq. ft.	The facility may hold up to four (4) incarcerated individuals in this area.
TR-105	1	1	161 sq. ft.	The facility may hold up to ten (10) incarcerated individuals in this area.
TR-104	1	1	88 sq. ft.	The facility may hold up to five (5) incarcerated individuals in this area.
TR-103	1	1	104 sq. ft.	The facility may hold up to six (6) incarcerated individuals in this area.

Notes:

1. *Non-housing areas may be used only for temporary holding for up to the number of incarcerated individuals as prescribed. The facility shall limit individual occupancy holding to **twelve (12) hours**. Multiple occupancy holding shall be limited to **four (4) hours**. Any other use is prohibited. Whenever incarcerated individuals are placed in non-housing areas, at a minimum, Active Supervision shall be maintained.*

DUTCHESS COUNTY JUSTICE AND TRANSITION CENTER – MFC 2024

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	249
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	28
Subtotal Individual Housing Units Used for Special Housing	0
Subtotal Multiple Occupancy Housing Units Used for General Housing	30
Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Multiple Occupancy Housing Units Used for Special Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	307

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units;
2. The number of properly equipped multiple occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

New Facility

Reviewed by: Adam Tilbe



CFS III 2/1/24

Approved by: Keith Zobel



Director 2/1/24



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Onondaga County Justice Center

Syracuse, New York

February 2, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Onondaga County Justice Center

Located in Syracuse, New York, the Onondaga County Justice Center opened in 1995. The current Maximum Facility Capacity is rated at 605 beds at standard, consisting of 15 individual occupancy housing areas (that include a limited number of double cells) for both general housing and special housing.

The facility is led by a Chief Administrative Officer and is operated by a compliment of sworn security and civilian personnel. Those staff are responsible for providing all required essential services to incarcerated individuals while maintaining the safety and security of the facility.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

NOTE: INDIVIDUAL OCCUPANCY HOUSING UNITS AND MULTIPLE OCCUPANCY HOUSING UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7040 ARE TO BE INCLUDED IN THE MAXIMUM FACILITY CAPACITY FORMULATION.

I. INDIVIDUAL OCCUPANCY HOUSING UNITS:

1. Each such unit shall only house one (1) incarcerated individual and contain at least 60 square feet of floor space.
2. Each such individual occupancy housing unit shall contain:
One (1) bed and mattress;
One (1) functioning toilet; and
One (1) functioning sink.
3. Sufficient showers shall be available to permit each incarcerated individual to shower daily.
4. Each tier or section of individual housing units constructed after the effective date of 9 NYCRR 7040 shall provide dayroom space adjacent and accessible to such tier or section.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.
2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

II. MULTIPLE OCCUPANCY HOUSING UNITS:

1. Each such unit shall provide a minimum of 50 square feet of floor space per incarcerated individual in the sleeping area.
2. Each such unit shall house no more than 60 incarcerated individuals.
3. Each such unit shall have a bed and mattress for each incarcerated individual.
4. Each such unit shall have at least:
One (1) functioning toilet for every 12 incarcerated individuals;
One (1) functioning shower for every 15 incarcerated individuals; and
One (1) functioning sink for every 12 incarcerated individuals.
5. Each such unit shall provide a minimum of 25 square feet of dayroom space immediately adjacent and accessible to the sleeping area.

EXCEPTIONS:

1. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

III. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING:

1. The requirements as stipulated in I and II apply to all housing units consisting of both individual and multiple occupancy housing units.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.
2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

1. These are used to identify areas within the facility that are used for the temporary detention of individuals. These areas do not increase the capacity of the facility.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

IA. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available per Section	Maximum Incarcerated Individual Capacity
5-B	8	8 @ 88 sq. ft.	1	8

Individual General Housing Unit Total: 8

IB. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
5-B Behavioral Health	Mental Health	12	12 @ 88 sq. ft.	2	14
		2	2 @ 100 sq. ft.	1	2
5-C MHU	Mental Health	47	47 @ 88 sq. ft.	7	55
		8	8 @ 100 sq. ft.		8
Cell #7 see note					

Note: Cell #7 has no fixtures. Accordingly, it cannot be used to house incarcerated individuals.

Individual Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 69

IC. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	# of Showers Available per Section	Maximum Incarcerated Individual Capacity
5-B SHU #2	Punitive and Administrative Segregation	4	4 @ 88 sq. ft.	1	4
5-B SHU #3	Punitive and Administrative Segregation	32	32 @ 88 sq. ft.	4	32

Individual Special Housing Unit Total: 36

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable					0

Multiple General Housing Unit Total: 0

IIB. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 0

IIC. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Special Housing Unit Total: 0

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

III.A. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
2-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
2-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
2-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
3-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
3-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
3-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
4-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
4-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
4-C Pod* Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	0

***Note: 4-C Pod may not be used to house incarcerated individuals until further notice due to ongoing renovations.**

Individual and Multiple Occupancy General Housing Unit Total: 480

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

IIIB. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
5-A	Medical				12
Infirmary		4	4 @ 100 sq. ft.	2	4
Negative Pressure 1		1	1 @ 100 sq. ft.	1	1
Negative Pressure 2		1	1 @ 100 sq. ft.	1	1
Ward #1		Dorm	1 @ 368 sq. ft.	1	3
Ward #2		Dorm	1 @ 302 sq. ft.	1	3

**Individual and Multiple Occupancy Admissions/Orientation,
Medical and Mental Health Housing Unit Total: 12**

IIIC. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable					0

Individual and Multiple Occupancy Special Housing Unit Total: 0

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

Name of Area/Section	Number of Toilets	Number of Sinks	Total Size of Area (Sq. Ft. of Floor Space)	Description of Use
Court Holding #1	1	1	1 @ 362 sq. ft.	The facility may hold up to twenty-four (24) incarcerated individuals.
Court Holding #2	1	1	1 @ 408 sq. ft.	The facility may hold up to twenty-seven (27) incarcerated individuals.
Court Holding #3	1	1	1 @ 408 sq. ft.	The facility may hold up to twenty-seven (27) incarcerated individuals.
Court Holding #4	1	1	1 @ 118 sq. ft.	The facility may hold up to seven (7) incarcerated individuals.
Holding #1	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #2	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #3	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #4	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #5	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
BSR Holding Cell <i>see note #2</i>	0	0	1 @ 92 sq. ft.	The facility may hold one (1) incarcerated individual.

Notes:

1. **Non-Standard housing may be used only for temporary holding for up to the number of incarcerated individuals as prescribed. The facility shall limit individual occupancy holding to 12 hours. Multiple occupancy holding shall be limited to four (4) hours. Any other use is prohibited. Whenever incarcerated individuals are placed in non-standard housing, at a minimum, Active Supervision shall be maintained.**

2. **Any incarcerated individual placed in the BSR Holding Cell shall be provided access to a toilet and sink.**

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	8
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	69
Subtotal Individual Housing Units Used for Special Housing	36
Subtotal Multiple Occupancy Housing Units Used for General Housing	0
Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Multiple Occupancy Housing Units Used for Special Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing	480
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	12
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	605

Other identified areas not rated as part of Maximum Facility Capacity: Yes (X) No ()

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units;
2. The number of properly equipped multiple occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units; and
3. The facility’s ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

Revised to reflect current and ongoing facility renovations as previously approved under project numbers 22-C-073 and 23-C-011.

Reviewed by: Adam Tilbe

Approved by: Keith Zobel




CFSIII 2/1/24

Director 2/1/2024



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Horizon Specialized Secure Detention Facility

Bronx, New York

February 2, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Located in Bronx, New York, the Horizon Specialized Secure Detention Facility was originally built in 1998. The current Maximum Facility Capacity is rated at 121 beds at standard, consisting of nine (9) living units and one (1) special management unit.

The facility is managed by an Executive Director, who along with a staff of clinicians, counselors, direct care staff and educators are responsible for providing care and required essential services to youth.

The population served at Horizon Specialized Secure Detention Facility are youth who have committed an offense while under the age of 18 and by court order have been placed in the facility.

Horizon Specialized Secure Detention – MFC 2024

NOTE: ONLY LIVING UNITS AND SPECIAL MANAGEMENT UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7320 ARE TO BE INCLUDED IN THIS CAPACITY FORMULATION.

INDIVIDUAL OCCUPANCY ROOM:

1. Each such room shall have an individually controlled locking device secured from youth access and be equipped to accommodate one youth.
2. Each such room shall contain at least 70 square feet of floor space.
3. Each such room shall contain:
One (1) bed and mattress; mattresses shall be constructed of fire-retardant material.
4. Each individual occupancy room constructed after the effective date of 9 NYCRR 7320 shall provide a minimum of 25 square feet of unencumbered living unit space per youth adjacent and accessible to such unit.

LIVING UNIT:

1. Sufficient showers shall be available to permit each youth to shower daily.
2. At least one functioning toilet, sink and shower for every eight (8) youth confined within a living unit.

SPECIAL MANAGEMENT UNITS:

1. Each such unit used to house youth separate and apart from general population for purposes including but not limited to:
 - a. Medical treatment;
 - b. Classification and orientation; or
 - c. Mental health

EXCEPTIONS:

1. A unit may contain less than 70 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7320.

Horizon Specialized Secure Detention – MFC 2024

LIVING UNITS

Name of Living Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
A Hall	16	3*	3	3	70 sq. ft.	16
B Hall	8	2	2	2	70 sq. ft.	8
C Hall	6	3	3	3	5@ 70 sq. ft.	6
C Hall					1@ 100 sq. ft.	
D Hall	15	3*	3	3	70 sq. ft.	15
E Hall	16	3*	3	3	70 sq. ft.	16
F Hall	8	2	2	2	70 sq. ft.	8
G Hall	16	3*	3	3	70 sq. ft.	16
H Hall	15	3*	3	3	70 sq. ft.	15
J Hall	16	3*	3	3	70 sq. ft.	16

Note: *Includes ADA compliant toilet area which will be secured until needed

Living Unit Total: 116

SPECIAL MANAGEMENT UNITS

Name of Living Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
SNU	5	1	1	1	2@ 100 sq. ft. 3@ 70 sq. ft.	5

Special Management Unit Total: 5

Horizon Specialized Secure Detention – MFC 2024

Unit Type	TOTALS
Subtotal Individual Occupancy Rooms Used as Living Unit	116
Subtotal Individual Occupancy Rooms Used for Special Management	5
MAXIMUM FACILITY CAPACITY:	121

Other identified areas not rated as part of Maximum Facility Capacity: Yes () No (X)

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy rooms, including the number of properly equipped special management units;
2. The total number of youth housed within the facility shall not exceed the maximum facility capacity; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter III which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

Facility construction project completed for E Hall.

To the best of my knowledge all information contained in this formulation is correct:

Reviewed by: Adam Tilbe

Approved by: Keith Zobel



CFSIII 1/31/2024

Director 1/31/2024